



Town of Carlisle

MASSACHUSETTS 01741

Office of

PLANNING BOARD

MINUTES

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MINUTES

November 8, 2004

Minutes

Continued Public Hearing for requests for two Common Driveway Special Permits at 967 West Street (Benfield Parcel B: "Apple Grove Lane," Map 5, Parcels 47, 47A, 47B, 48, & 51) and parcels adjacent to 894 West Street Benfield Parcel C: "Hobblebush Lane," Map 5, Parcels 17, 17-1, 17-2, 17-3, & 17-4), Northland Residential Corp., applicant

Budget

GIS

Special Permit decision draft review for Common Driveway, 186 Rutland Street, Richard Blanchard, applicant 70 Orchard Acres ANR

Carriage Way Subdivision request for extension of time

Board of Selectmen's suggested revisions to the PB Scenic Roads regulations

Benfield Planning Task Force update from Phyllis Zinicola

Discussion of request to limit Planning Board meeting length

Community Development Plan (EO 418)

Executive Session to discuss litigation regarding 1230 Westford Street

PB Chair **Louise Hara** called the meeting to order at 7:35 p.m. in the Clark Room at Town Hall. Board members **David Freedman, Kent Gonzales, Peter Stuart, Rich Boulé, Ray Bahr** and **Phyllis Zinicola** were present, along with Planning Administrator **George Mansfield**. Associate Board Member **Tom Lane** and PB Administrative Assistant **Helen Boos** were also present.

Minutes

The minutes of the last meeting were reviewed. Zinicola moved to **accept as amended the minutes of October 25, 2004**. Bahr seconded the motion and it carried 7-0.

Continued Public Hearing for requests for two Common Driveway Special Permits at 967 West Street (Benfield Parcel B: "Apple Grove Lane," Map 5, Parcels 47, 47A, 47B, 48, & 51) and parcels adjacent to 894 West Street (Benfield Parcel C: "Hobblebush Lane," Map 5, Parcels 17, 17-1, 17-2, 17-3, & 17-4), Northland Residential Corp., applicant

Michael Benfield of 154 Butler Road, Monson, MA was present. The applicant Frank Stewart of Northland Residential Corporation had informed the Board that he and Rob Gemma would not attend this meeting, requesting that this hearing be continued until the next Planning Board meeting on November 22 so that the Fire Safety Engineer, Maurice Pilette, would have time to draft a memo regarding the Fire Department's concerns.

Zinicola moved to **continue the public hearing on Monday, November 22, 2004 at 9:15 p.m.** Bahr seconded the motion and it carried 7-0.

Budget

No issues.

GIS

The PA reported that Janice Bernsee is continuing to make progress on her GIS work, mainly completing the common driveway data assembly. Mansfield and Bernsee will meet with the new project manager at Applied Geographics on

Monday, November 15 to review the complete status of the project. In addition, Bahr and Mansfield are scheduled to meet with the Town Administrator, at her request, to discuss GIS work going forward.

The Board continued earlier discussions of where to locate the computer and printer, as well as work space, for Bernsee to complete the project. Bahr and Boulé raised the possibility that the GIS client software may already be located on the Town's server, which they planned to check after the meeting. If the client software is already on the server, that would obviate the need for increasing the license for more users, as well as reducing the steps needed for consolidating town-owned software on one central server (for ease of maintenance and security).

Special Permit decision draft review for Common Driveway, 186 Rutland Street, Richard Blanchard, applicant

Board members had no comments or corrections to the draft of the Special Permit Decision, sent to them in their meeting packets. PB Clerk Stuart signed the decision.

70 Orchard Acres ANR

This plan divides a 4.3-acre lot, currently developed with one home and accessory buildings, into two 2-acre building lots with standard frontage. All requirements appear to have been met, however the applicant will need a special permit to continue using the existing driveway that will cross (but not serve) the new lot. He has filed an application for a special permit with a hearing to open on November 22, 2004 at 7:45.

Freedman **moved to endorse as Approval Not Required the Plan of Land for 70 Orchard Acres, by Stamski & McNary dated October 18, 2004.** The motion was seconded by Zinicola and carried 7-0.

At 9:25 p.m., Associate PB Member Tom Lane left the meeting.

Extension of time for Carriage Way Subdivision

Freedman **moved to extend time for Carriage Way Subdivision until December 31, 2005.** Bahr seconded, and the motion carried 7-0.

Board of Selectmen's suggested revisions to the PB Scenic Roads regulations

The Board of Selectmen had submitted comments and suggested revisions to the Scenic Roads regulations that the Planning Board adopted last spring. Freedman pointed to an email from June 23, 2004 from Mansfield to Heather Heddon (of the Bike Safety Committee) which had already addressed their concerns. Mansfield will write to the Town Administrator and remind her of this. David will talk to Deb Belanger (Selectman).

Benfield Planning Task Force update from Phyllis Zinicola

Zinicola updated the Board of the latest progress and discussions of the Benfield Planning Task Force. Mansfield requested that the Task Force's meeting minutes continue to be sent to the PB office.

Discussion of Planning Board Meeting length

Bahr suggested that the Planning Board consider limiting PB meeting length, expressing concern that important issues might receive inadequate attention if rushed through at the end of a long meeting. Board members agreed that four hours should suffice unless there is something pertinent to finish, in which case the Board could vote to continue to a specified time.

Bahr **moved that at or around 11:00 p.m., the Board vote on whether or not the meeting will continue beyond 11:30 p.m., and that the meeting may be voted to continue to a specified time with two-thirds majority.** Stuart seconded and the motion carried 7-0.

Community Development Plan (EO418)

The Board reviewed two letters: one from Carol Thomas, the EO418 consultant, asking MAPC to release more of her contract funds; and the reply Freedman and Mansfield sent back to her.

Freedman is looking for feedback to his draft Vision Statement that Community Development Plan Steering Committee plans to present to the Board of Selectmen. The Committee also plans to present a Table of Possible Housing Strategies for Carlisle. Freedman will email the Table and the Vision Statement to PB Members; he stressed the need for their thoughtful responses.

Zinicola mentioned that there is now an even bigger push from the State for “Smart Growth” (to concentrate development), that she is preparing an application for a \$50,000 grant for Benfield Parcel A. She also suggested that the Town could apply for another grant for completing the CDP or for implementing the proposed housing strategies.

Executive Session to discuss litigation regarding 1230 Westford Street

Freedman **moved to go into executive session to discuss litigation regarding 1230 Westford Street, not to return to regular session.** Bahr seconded the motion. The PB members voted as follows:

Gonzales – Aye; Boulé – Aye; Stuart– Aye; Bahr – Aye; Hara – Aye; Freedman – Aye; Zinicola – Aye.

Freedman **moved to end executive session and end the meeting.** Stuart seconded and the motion carried as follows:

Gonzales – Aye; Boulé – Aye; Stuart– Aye; Bahr – Aye; Hara – Aye; Freedman – Aye; Zinicola – Aye.

At 10:20 p.m., the Board adjourned the meeting.

Respectfully submitted,

Helen Boos
Administrative Assistant